



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

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July 17, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF TWO CERVICAL CANCER PREVENTION AND EDUCATION INITIATIVE
GRANT AWARD TERM EXTENSIONS FROM THE CALIFORNIA ENDOWMENT
(All Districts) (3 Votes)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of Health Services, or his designee, to accept the attached two Cervical Cancer Prevention and Education Initiative grant award term extensions (Exhibits I and II), extending the term effective February 15, 2003 through June 30, 2003 and effective July 1, 2003 through December 31, 2003 respectively, to continue support of Office of Women's Health (OWH) program activities, at no change in the grant amount.
2. Delegate authority to the Director of Health Services, or his designee, to accept and execute a subsequent term extension to the above referenced California Endowment grant award that provides for a similar extension and rolling over of unused grant monies on a month to month basis through June 30, 2004, subject to review and approval by County Counsel and notification of the Board offices, and at no net County cost.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving the recommended actions, the Board is authorizing the Director of Health Services, or his designee, to accept two Cervical Cancer Prevention and Education Initiative (CCPEI) grant award term extensions, extending the term effective February 15, 2003 through June 30, 2003 and effective July 1, 2003 through December 31, 2003 respectively, at no net County cost; and delegated authority to accept a

subsequent term extension to extend the term on a month to month basis through June 30, 2004, subject to review and approval by County Counsel and notification of Board offices. Acceptance of the extensions will allow the Department of Health Services (DHS or Department) to complete the CCPEI project and bill the California Endowment for the full cost of the project through its expected completion December 31, 2003. The delegation of authority will allow DHS to accept any additional time extensions to close out the project.

FISCAL IMPACT/FINANCING:

Original grant award of \$2,232,113 to remain unchanged for the period of February 15, 2001 through the maximum term of June 30, 2004. Funding is included in the Department's Fiscal Year 2003-04 Adopted Budget. There is no net County cost associated with this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On February 27, 2001, the Board approved the acceptance of the initial CCPEI grant award from the California Endowment in the amount of \$500,000, and approved the delegated authority for the Director, or his designee, to accept additional funding up to \$1,732,113, for a total of \$2,232,113, for the period of February 15, 2001 through February 14, 2003.

In September 2001, the Department's Office of Women's Health (OWH) determined, since the CCPEI services to be provided (i.e., campaign) started late, that grant funds would most likely not be fully expended by the grant agreement's termination date of February 14, 2003 and informed The California Endowment. After a follow-up inquiry, in October 2002, the California Endowment approved an extension of the agreement term from February 15, 2003 through June 30, 2003, and in May 2003 approved a second extension of the agreement term from July 1, 2003 through December 31, 2003, in order to use all remaining unspent funds. These funds will provide for staffing and contract activities which support the CCPEI's multi-lingual hotline, whose staff receive calls for cervical cancer screenings and appointments, as well as, other CCPEI marketing services through December 31, 2003.

On May 20, 2003, the Board approved extension of two CCPEI marketing services agreements, one targeting Asian-American women and one targeting Latinas, which extended each term through December 30, 2003. When this action went through the Board, the Department reviewed the record of Board actions and determined that Board approval of the two time extensions was needed.

Exhibits I and II, and Attachment A provide additional information.

CONTRACTING PROCESS:

It is not appropriate to advertise amendments on the Los Angeles (L.A.) County Online Web Site as a business opportunity.

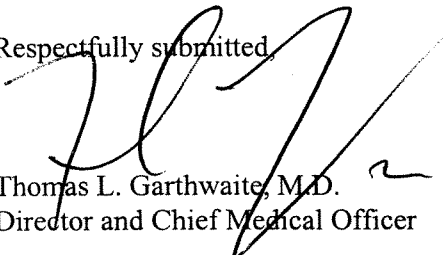
IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended actions will ensure that CCPEI services continue uninterrupted through June 30, 2004.

The Honorable Board of Supervisors
July 17, 2003
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When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,



Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

TLG:gi

Attachments (3)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

BLCD2919.GI

SUMMARY OF AGREEMENT

1. Type of Service:

The grant award supports the efforts of the Department of Health Services (DHS or Department) Office of Women's Health (OWH) Cervical Cancer Prevention and Education Initiative which is a multi-cultural, multi-media, outreach and education campaign whose aim is to reduce the high rate of cervical cancer among high-risk women residing in Los Angeles County.

2. Agency Address, Contact Person, and Telephone Number(s):

The California Endowment
21650 Oxnard Street, Suite 1200
Woodland Hills, California 91367
Attention: Ms. Karen Escalante-Dalton,
Program Officer
Telephone/Facsimile (FAX) number: (818) 703-3311; (818) 703-4193
Electronic Mail (e-mail): www.calendow.org

3. Term:

Effective February 14, 2001 through December 31, 2003. (Actual term of amendments effective February 15, 2003 through June 30, 2003; and July 1, 2003 through December 31, 2003.)

4. Financial Information:

Original grant award of \$2,232,113 to remain unchanged for the period of February 15, 2001 through the maximum term of June 30, 2004. Funding is included in the Department's Fiscal year 2003-04 Adopted Budget. There is no net County cost associated with this action.

5. Geographic Area:

Countywide.

6. Accountable for Monitoring and Evaluation:

Ellen Eidem, M.S., Acting Director, Office of Women's Health

7. Approvals:

Public Health: John F. Schunhoff, Ph.D. Chief of Operations

Contracts and Grants Division: Riley J. Austin, Acting Chief

County Counsel (approval as to form): Elizabeth J. Friedman, Senior Deputy County Counsel

THE CALIFORNIA ENDOWMENT

October 25, 2002

Ms Ellen Eidem
Acting Director, Office of Women's Health
Los Angeles County Department of Health Services
313 North Figueroa Street, Rm. 901
Los Angeles, CA 90012

Re: File Number 20001362, Cervical Cancer Prevention and Education Initiative
(Please refer to this number when corresponding with The California Endowment.)

Dear Ms Eidem:

Thank you for your letter dated September 27, 2001 requesting a no cost extension for the above-mentioned grant. I am pleased to inform you that I have approved the no cost extension and the revised end date of June 30, 2003. The final report for this grant will be due on July 31, 2003.

I look forward to your final report and learning about the progress of your grant. For your convenience, I have enclosed a revised report form. Should you have any questions in the meantime, please feel free to call me at (800) 449-4149 extension 3337.

Sincerely,

Karen Escalante-Dalton

Karen Escalante-Dalton
Program Officer

KED/cje

Encl.

THE CALIFORNIA ENDOWMENT

May 15, 2003

Ms. Ellen Eidem
Acting Director, Office of Women's Health
Los Angeles County Department of Health Services
313 North Figueroa Street, Rm. 901
Los Angeles, CA 90012

Re: File Number 20001362, Cervical Cancer Prevention and Education Initiative
(Please refer to this number when corresponding with The California Endowment.)

Dear Ms. Eidem:

I have approved your request for a no cost extension for the above grant summarized in your correspondence dated April 15, 2003. Our records will now show **December 31, 2003**, as the closing date of this grant. A final progress report with all concluding budget information will be due 30 days following the new closing date. The reporting schedule for this grant will now be as follows:

- 8th Report: July 31, 2003
- Final Report: January 31, 2004

I look forward to your next report and learning about the progress of your grant. For your convenience, I have enclosed revised report forms. If you have any questions in the meantime, please feel free to call me at (800) 449-4149 extension 3337, or Program Assistant Carmen James-Eggins at extension 3276

Sincerely,



Karen Escalante-Dalton
Program Officer

Enclosure(s)

KED:cje